



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

NGB-EO

31 January 2003

MEMORANDUM FOR THE ADJUTANTS GENERAL OF ALL STATES, PUERTO RICO, THE U.S. VIRGIN ISLANDS, GUAM, AND THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA

SUBJECT: Army National Guard (ARNG) Equal Opportunity Advisor (EOA) of the Year Award

1. As part of the National Guard Bureau Equal Opportunity/Equal Employment Opportunity (NGB-EO/EEO) June 2003 Conference, NGB-EO will sponsor an awards banquet to recognize the ARNG EOA's of the Year. This award is presented to the EOA who has distinguished him or herself through their contributions in human relations and equal opportunity within the Army National Guard and their local community.
 2. A panel of senior equal opportunity specialists, designated by the NGB Chief, Equal Opportunity, will review and evaluate the nominations and select the ARNG EOA winner from the packets submitted. The ARNG EOA of the Year will then go on to represent the Army National Guard and compete with the Army's Major Commands (MACOMs) at the Army Wide EOA Conference in 2003.
 3. The nomination packets are based on the following criteria:
 - a. Identify the significant contributions the EOA has made in the equal opportunity program that has directly impacted the organizational readiness.
 - b. Identify the significant contributions the EOA has made in designing and/or implementing in the following: Commander's Equal Opportunity Program; Affirmative Actions Plans; EOR Training; Consideration for Others (CO2) Training; and Community Outreach Programs.
 - c. Identify the significant contributions the EOA has made in fostering positive leadership relationships within the chain of command and community partnership.
 - d. Identify how the EOA has supported the full integration and promotion of minorities and women within the ARNG and community.
 - e. Identify how the EOA supports the advancement of fairness, equality, dignity and respect for the soldiers, family members and civilians of their command by:
-